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13 April 1967

OTR Staff Meeting -- 6 April 1967

1. Mr. Richardson commented on Mid Career Course #12 - Admiral Taylor spoke well of the Agency and its personnel. He paid tribute to the DCI's handling of the NSA crisis saying that Mr. Helms' posture has done much to overcome the ill effects of the expose. Admiral Taylor encourages loyalty up as well as loyalty down, "give your chief an honest opinion; disagree if you must."

25X1A6a

25X1A

2. Mr. Richardson was impressed with the training taken by members of the [REDACTED] at [REDACTED] during the first quarter of 1967.

3. All super-grades were reminded that they were expected to submit financial statements for DDS review. No date was mentioned.

25X1A9a  
25X1A9a

4. [REDACTED] commented on [REDACTED] trip to the Far East. [REDACTED] found housing in [REDACTED] for dependents of personnel in Vietnam to be sadly lacking. There is likely to be a cut back of dependents' travel as a result.

25X1A9a  
25X1A6a

5. Mr. Helms desires that all Senior Officers performing travel report fully on the travel, not merely recite itineraries. Mr. Bannerman desires that a critical look be taken of all travel in terms of need and reasons for Domestic travel should be considered in terms of its "net gain" to the Agency.

6. Per Mr. Bannerman - use "Green" phones where possible. In using open lines don't be careless ~~even though we may feel that the recent NSA expose has revealed all anyway.~~ *We should not let our guard*

7. All are cautioned to exercise great judgment in contracting with universities. Problems on campuses today would accentuate even the most harmless of contracts.

8. To facilitate promotions to super grades a six month over-lap (double slotting) will be allowed.

25X1A9a  
25X1A9a

9. Mr. Bannerman has talked with [REDACTED] (OCO) who will replace [REDACTED] in Vietnam.

25X1A9a

10. [REDACTED] was asked to get copies of the "Human Events" article on Ramparts Magazine.

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11. Dr. Tietjen reported that although most agencies will have to revise their medical form because they involve invasion of privacy, CIA's medical form will not be changed because it is classified and controlled.

25X1A9a

12. Summer employee requirements were called for. Mr. [REDACTED] reported that OTR had already submitted its requirements.

13. The Agency reports no contacts with the Ford Foundation.

25X1A8a

14. Mr. Fitzgerald requires that all cables dealing with the [REDACTED] decisions be coordinated with [REDACTED]

25X1A9a

25X1A9a

15. Colonel White has discussed with the new Assistant Secretary of State for Administration Rienstadt the matter of State's slow response to our requests for support. This is the first of regular monthly meetings between the two. [REDACTED] will coordinate the flow of questions to be submitted for discussion at these meetings - one for each meeting.

25X1A9a

16. [REDACTED] reported on developments in the OCO program. Generally speaking FSI is ready to kick the program off on 17 April. Mr. Richardson emphasized the need for extensive FE Division support for any internal Vietnam training. OTR cannot be expected to provide Vietnam expertise.

25X1A9a

17. [REDACTED] commented on enrollments for the Senior Management Seminar. He has not yet seen any rosters.

25X1A9a

25X1A6a

18. [REDACTED] reported that GSA was not able to absorb the [REDACTED] Bob felt that the early discussions had not been properly coordinated at Headquarters. [REDACTED] replied that it had been coordinated but that there was an apparent failure of communications in GSA. [REDACTED] also reported that the brush fire [REDACTED] was under control.

25X1A9a

25X1A9a

25X1A

25X1A9a

19. [REDACTED] reported that the effort to move CT's out of the program and into appropriate components was moving along so that he anticipated meeting budget/ceiling requirements.

25X1A9a

20. [REDACTED] asked that all instructors begin to give some thought to the preparation of syllabi for all courses taught in OTR.

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- 25X1A9a 21. [REDACTED] asked about the status of the Audio-  
25X1A9a Visual equipment. [REDACTED] was directed to take positive  
25X1A9a steps in the direction of securing such equipment.
- 25X1A9a 22. Resulting from [REDACTED] presentation Mr. Richardson  
25X1A9a asked [REDACTED] to determine the future of the [REDACTED] program 25X1A2d1  
and the number of people it would involve in the future.
- 25X1A9a 23. [REDACTED] reported that the Clerical Training Faculty  
would move to Rosslyn on the weekend of 8 April.

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